

ITEM: 14

SUBJECT: Board Meeting Calendar for 2010

BOARD ACTION:

- *Schedule first meeting of 2010.*
- *Discuss preferences for consideration of adoption of remaining 2010 calendar at the December 2009 Board meeting*

BACKGROUND: **Number of Meetings Per Year.** The California Water Code requires that the Board meet at least six times per year. Historically the Board met more than six times per year, but in 2009, the Board scheduled only six regular Board meetings. Six Board meetings require less preparation time by staff for Board meetings and there are fewer schedule conflicts for Board members, but each Board meeting will address more issues. Thus far in 2009, Board meetings have not been overly long, and the Board retains the option of scheduling additional Board meetings or hearing panels to address special issues as needed.

Recommendation: continue with a six meetings per year schedule.

Meeting Days of the Week/Furloughs. Traditionally this Board has met on Fridays, with meetings starting on Thursdays when workload warranted. Furloughs currently close State offices on the first three Fridays of each month, with furloughs scheduled to end 30 June 2010. Some 2009 Board meetings have had to shift to a Wednesday/Thursday schedule because of furloughs.

Alternatives include:

- 1) Board meetings could be held on other days of the week, such as Monday/Tuesday, to avoid currently scheduled Friday furlough days.
- 2) To the extent feasible, Board meetings can be scheduled on non-Furlough weeks, allowing continuance of Thursday/Friday meetings.
- 3) Although furloughs are on only three Fridays per month, and are scheduled to end 30 June, it is not inconceivable that furlough days could again change or that furloughs could be continued into the next fiscal year. It is recommended that all meetings be advertised for Wednesday/Thursday/Friday, unless it is decided to change from having Board meetings on Friday when possible.

Recommendation: Shift meetings to non-furlough weeks when feasible. Shifting all meetings to non-furlough weeks would result in some meetings being very close together or far apart, or would result in undesirable scheduling conflicts.

Other Conflicts. Board members, staff and the public have professional and personal commitments that are considered in developing Board meeting schedules. Not every conflict can be accommodated, and many conflicts are not known at this time. The consideration is not just for the Board meeting dates, but for submittal of documents to the Board for agenda items, and preparation of the agendas. Examples of conflicts include:

- 1) State Board meetings (not yet scheduled)
- 2) Holidays
- 3) Holy days of obligation, and
- 4) Periods of high vacation activity (such as Spring Break).

Recommendation: Do our best to recognize and address conflicts in setting the Board meeting schedules. Some conflicts can be accommodated by the order of scheduling items within a Board meeting.

RECOMMENDATION:

- Establish the date of the first Board meeting for 2010. January 27/28/29 is recommended, which would allow a Thursday/Friday meeting in January 2010.
- Provide guidance in developing a recommended 2010 schedule for consideration at the December 2009 meeting.

Mgmt. Review _____
Legal Review _____

7/8 October 2009
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